

**CONCORDIA
UNIVERSITY**



FACULTY OF FINE ARTS

1982/83

Art History

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The purpose of this Student Programme Guide is to provide information about the Faculty of Fine Arts including academic regulations, programmes, facilities and services available to students enrolled in a Bachelor of Fine Arts degree programme in Art History at Concordia University.

Complete course descriptions, entrance and degree requirements, and academic regulations can be found in the University's Undergraduate and Graduate Calendars. The information is stated more informally in this Guide.

We shall welcome any suggested improvements you wish to make about this guide so that we can improve our presentation in future publications.

Student Programme Office
Office of the Dean
Faculty of Fine Arts

879-4132

Faculty of Fine Arts - Deans Offices

Dean, Anthony Emery
1395 Dorchester Street West
VA-250

Assistant Deans

S. Friedland, VA-253

R. Parker, VA-255

This programme guide provides potential students with some more general information than appears in the Undergraduate Calendar about the programmes and courses in art history given by the Faculty of Fine Arts at Concordia University.

The aim of the programmes in art history is to provide students with a useful, fundamental groundwork in the methodology and essential periods of universal art history.

The Department of Art History offers both undergraduate and graduate programmes. There is a four-term programme leading to a Master of Arts in Art History with specialization in the Canadian field. This was the first specialization at the MA level, in this particular area, to be established in Canada and it remains to this day the most comprehensive Canadian art history programme available.

The education in art history provided by both undergraduate and graduate programmes is designed to prepare students for postgraduate studies and to provide the opportunity to pursue a career in research and teaching or art history at the university level, in museum and gallery work, in archeology and possibly in conservation and restoration of works of art.

Full-time Faculty in the Department of Art History

Donald Andrus, Chairman
MA Toronto

Taught at the University of New Brunswick. Assistant Curator of the Beaverbrook Art Gallery from 1964-67. Curator of Sir George Williams Art Galleries 1973-80. Co-Editor and Publisher of the Journal of Canadian Art History. Field of special interest - 19th century European art.

Jean Bélisle
PhD. Paris

Won PhD scholarship granted by the National Research Council in Human Science. Member of the Society for Study of Canadian Architecture. Has worked extensively in the field of architectural research.

Edwy F. Cooke
MFA Iowa

Has taught at the Universities of Toronto and New Brunswick. Past Director of the Beaverbrook Art Gallery 1958-64. Member of the Canadian Society of Painters in Watercolour. Retrospective exhibition organized by the Sir George Williams Art Galleries, 1976. Associate Dean, Faculty of Fine Arts 1975-81.

Anthony Emery
MA Oxford

Former Director of the Vancouver Art Gallery. Member of Canada Council Art Advisory Panel. Trustee of British Columbia Heritage Trust. Frequent contributor to Canadian and international journals of arts and letters, and commentator on cultural affairs on radio and television.

Dean of the Faculty of Fine Arts

Hardy George
PhD London

Worked with the Courtauld restoration group in Florence after the 1966 floods. Has edited an index to 19th century symbolist painters in France, Belgium and England. Field of special interest - 19th century English landscape painting.

Reesa Greenberg
MA Toronto

Current research in Surrealist art in Québec, particularly the work of Alfred Pellán. Organized an exhibition of his drawings for the National Gallery of Canada, 1981. Field of special interest - 20th century art.

Ellen James
MA Columbia

Was curator of Education at the Philadelphia Museum of Art and the Montreal Museum of Fine Arts. Current research on the Canadian architect, John Ostell. Field of special interest - Gothic architecture and 19th century Revival architecture.

Laurier Lacroix
MA Montreal

Has contributed extensive articles to several Canadian art periodicals. Co-Editor of the Journal of Canadian Art History. Guest Curator of the Montreal Museum of Fine Arts. Organized major travelling exhibition of Ozias Leduc's drawings in 1978.

Catherine MacKenzie
MA, MPhil Toronto

Current areas of teaching interest: Renaissance, modern theory and criticism. Other field of advanced study: Byzantine Art, Modern Architecture. Current interest: Germain Boffrand and the art of architecture.

Sandra Paikowsky
MA Toronto

Was curatorial assistant at the New Brunswick and Royal Ontario Museums. Co-Editor and Publisher of the Journal of Canadian Art History. Has written on Robert Field and organized the recent David Bolduc exhibition. Major field of interest - Canadian Painting. Curator, Sir George Williams Art Galleries, 1981.

Warren Sanderson
PhD New York

Has taught at major American universities, including Florida State and SUNY (Buffalo). Specializes in the history of architecture and Byzantine and Renaissance art. Has published extensively in those areas in European and North American journals.

ADMISSION REQUIREMENTS

All students applying for admission into the undergraduate degree programmes in the Faculty of Fine Arts must submit their application forms to the Admissions Office of Concordia University. The application forms are available at the Admissions Office and at most CEGEPs.

Admission into the 90-credit Programme

Applicants from Québec institutions are required to have successfully completed a two-year pre-university or three-year pre-professional programme in a CEGEP leading to a Diplôme d'Etudes Collégiales (DEC).

Students wishing to apply for programmes in Art History do not require a specific profile in the CEGEP.

MATURE ENTRY

Applicants 21 years of age by August 1, or over, who have been out of school for a minimum of 12 months and who lack the CEGEP diploma (or equivalent) may be eligible to enter the University through the Mature Entry plan. These students will normally be required to complete an additional 18 credits before they can be accepted into the Department of Art History.

Requirements

English or French 6 credits

Principles and Practices in Art History 6 credits

Elective in introductory level courses
either from the Faculty of Fine
Arts, the Department of Art History
or from other faculties chosen in
consultation with an adviser. 6 credits

This plan offers students a preliminary year of study before they begin their programme in Art History.

Out-of-Province Applicants

Students from outside the Province of Québec who would be eligible for admission into a four-year degree programme at home may be admitted into an extended credit or four-year BFA degree programme at Concordia.

These students must first complete 30 credits, as specified below, in addition to the 90 credits required for the degree. After these credits are successfully completed, students may be accepted into an art history programme.

Requirements

English or French	6 credits
Principles and Practices in Art History	6 credits
electives in introductory level courses offered by the Faculty of Fine Arts or by other faculties	18 credits

UNDERGRADUATE PROGRAMMES IN ART HISTORY

The Department of Art History offers an honours, a major and a minor programme in art history, as well as a minor programme in archaeology. Students also have the option to select a major or minor programme which is half art history and half studio art.

The Department also offers courses to students in other departments in the visual arts, particularly to those in art education and studio art. All students in the Faculty whose concentration is mainly studio art are required to complete a minimum of 12 credits in Art History as part of their programme requirements.

PROGRAMMES IN ART HISTORY

HONOURS IN ART HISTORY

This programme offers students the benefit of a wide freedom of choice within the course offerings, as well as the opportunity to pursue independent study in the final year. Of the 60 credits required for the programme, honours students choose 36 art history electives in consultation with the Honours Adviser. This flexibility allows Honours students to focus upon a particular area of interest. Students graduating with an Honours degree and wishing to continue to graduate school will have already demonstrated an ability to maintain a high level of scholarship, since an average of 75 percent is required in all Honours courses.

Application for Honours

Interested students must apply for admission to the Honours programme to the Honours Committee in the Department of Art History after completion of the first 30 credits and before beginning the final 30 credits required for the degree. Part-time students must successfully complete a minimum of 12 credits during each Fall/Winter session in which they are registered in order to maintain enrolment in the Honours programme.

Degree Requirements

This three-year Bachelor of Fine Arts degree programme consists of 60 credits to make up the 90 required for a degree. Full-time students normally complete 30 credits each academic year, completing the degree in three years.

To fulfill the requirements for the Honours programme in Art History students require the following courses:

Principles and Practices in Art History	6 credits
Material and Methods of the Artist or Studio Art I	6 credits
Seminar in Art History	6 credits
Honours Essay	6 credits
Art History electives	36 credits

In addition to these credits, students must select electives in the following categories:

18 credits chosen from course offerings outside the Faculty of Fine Arts and outside the Department of Communication Studies in the Faculty of Arts and Science, preferably in literature, languages, history or philosophy.

6 credits chosen from courses outside the Department of Art History, but may be within the Faculty of Fine Arts (excluding Art C460). Students may also select an additional option from outside the Faculty of Fine Arts.

6 credits free electives chosen from any area in the University, including additional credits in art history, provided the students have the prerequisites for the courses and space is available in the courses chosen.

Suggested 3-Year Study Plan

Year I (identical to Year I of the Major Programme)

Principles and Practices in Art History 6 credits

Art History electives 12 credits

elective from outside the Department of Art History 6 credits

elective from outside the Faculty of Fine Arts
and outside the Department of Communication
Studies in the Faculty of Arts and Science 6 credits

Year II

Art History electives chosen in consultation
with the Honours adviser 18 credits

Materials and Methods of the Artist or Studio
Art I 6 credits

elective from outside the Faculty of Fine Arts
and outside the Department of Communication
Studies in the Faculty of Arts and Science 6 credits

Year III

Seminar in Art History 6 credits

Honours Essay 6 credits

Art History elective chosen in consultation
with the Honours Adviser. 6 credits

free elective 6 credits

elective from outside the Faculty of Fine Arts
and outside the Department of Communication
Studies in the Faculty of Arts and Science 6 credits

Major in Art History

This programme is designed to give students complete and essential coverage in methodology and all key periods of western art history. However, within the requirements it is possible for students to concentrate on the area of interest, such as art and architecture of antiquity, Byzantium or Early Christian epoch, the middle ages and Renaissance, the modern era or the art and architecture of Canada. The special topics seminars given on a regular basis permit smaller groups of students to study areas of special and unusual interest.

Degree Requirements

The three year Bachelor of Fine Arts degree programme in Art History consists of 60 credits for the major itself and 30 credits to make up the 90 credits required for a degree. Full-time students normally complete 30 credits each academic year, completing the degree in three years.

To fulfill the requirements for the major programme in art history students require the following courses:

Principles and Practices in Art History	6 credits
Art and Architecture in Ancient Greece and Rome	6 credits
The Renaissance in Italy	6 credits
The History of Nineteenth-Century Art History	6 Credits
Art in the Twentieth Century	6 credits
Art History electives	24 credits
Materials and Methods of the Artist or Studio Art I	6 credits

In addition to these credits, students must select electives in the following categories:

- 18 credits chosen from course offerings outside the Faculty of Fine Arts and outside the Department of Communication Studies in the Faculty of Arts and Science. It is suggested that art history students select these options in languages, literature, history or philosophy.
- 6 credits chosen from courses outside the student's area of concentration, but may be from inside the Faculty of Fine Arts. Students may select additional history courses in other areas of the faculty, additional studio art courses or an additional option from outside the Faculty of Fine Arts.
- 6 credits free elective chosen from any area in the university, including additional credits in art history, provided the students have the prerequisites for the courses selected.

Year I

- Principles and Practices in Art History 6 credits
- *Art and Architecture in Ancient Greece and Rome 6 credits
- Art History elective 6 credits
- elective from outside the Department of Art History 6 credits
- elective from outside the Faculty of Fine Arts and Department of Communication Studies in the Faculty of Arts and Science 6 credits

Year II

- *The Renaissance in Italy 6 credits
- *The History of Nineteenth Century Art 6 credits
- Art History elective 6 credits
- Materials and Methods of the Artist or
Studio Art I 6 credits
- elective from outside the Faculty of Fine
Arts and the Department of Communication
Studies in the Faculty of Arts and
Science 6 credits

Year III

- *Art in the Twentieth Century 6 credits
- Art History elective 12 credits
- free elective 6 credits
- elective from outside the Faculty of Fine
Arts and the Department of Communication
Studies in the Faculty of Arts and
Science 6 credits

* students may select these required art history courses in another sequence should they so desire provided prerequisites are followed.

Year II

MAJOR IN ART HISTORY AND STUDIO ART

This programme permits students to combine an interest in both art history and in the studio arts. The programme is very flexible as students may select their courses equally from the two fields so long as course prerequisites are respected.

Degree Requirements

The three-year Bachelor of Fine Arts degree programme in Art History and Studio Art consists of 60 credits for the Major itself, and 30 credits electives to make up the 90 credits required for the degree. Full-time students normally complete 30 credits annually for three years.

The following course credits are required:

Principles and Practices in Art History 6 credits

Studio Art I or, if exempt, studio art
elective 6 credits

Materials and Methods or the Arts or studio
art elective 6 credits

Art History electives 24 credits

Studio Art electives from:

- Department of Design
- Department of Painting and Drawing
- Department of Printmaking
- Department of Sculpture and Crafts
- photography studio courses from the Department of Cinema and Photography 18 credits

In addition, students must select electives from the following categories:

18 credits chosen from course offerings outside the Faculty of Fine Arts and outside the Communications Studies Department in the Faculty of Arts and Science.

6 credits chosen from courses outside the Department of Art History and outside the above listed studio art departments.

6 credits free electives chosen from any area in University including courses in both art history and in studio art, provided the students have the prerequisites and that space is available in the courses.

Suggested 3-Year Study Plan

Year I

Principles and Practices in Art History	6 credits
Studio Art I or studio art elective	6 credits
Materials and Methods of the Artist or studio art elective	6 credits
Art history elective	6 credits
elective from outside the Faculty of Fine Arts and outside the Department of Communication Studies in the Faculty of Arts and Science	6 credits

Year II

Studio art elective	6 credits
Art History electives	12 credits

Year II cont'd

elective from outside the concentrations of
studio art and art history 6 credits

elective from outside the Faculty of Fine Arts
and outside the Department of Communication
Studies in the Faculty of Arts and Science 6 credits

Year III

Studio art electives 12 credits

Art history elective 6 credits

free elective 6 credits

elective from outside the Faculty of Fine Arts
and outside the Department of Communication
Studies in the Faculty of Arts and Science 6 credits

Portfolio Committee

The foundation course for all studio art programmes in the Faculty of Fine Arts is Art C200. Students wishing to apply for an exemption for Art C200 on the basis of previous studio art work must submit a portfolio containing examples of their art work. This portfolio should include drawing, painting, two and three-dimensional design, sculpture, and related media, a minimum of 20 and a maximum of 30 works.

This portfolio must be submitted at least one week prior to registration or preregistration.

Portfolios are submitted to:

Secretary, Department of Painting
and Drawing VA-242

OR

Portfolios cont'd

Secretary, Department of Design

VA-262

Students wishing advanced placement in any studio art course must also submit their portfolios. These portfolios should normally consist of work specifically relevant to the medium concerned.

MINOR PROGRAMMES

In addition to the major and honours programmes in art history, there are three minor programmes offered by the Department and available to students in the BFA programmes as a double minor programme or to students in other faculties.

To complete a double minor programme, students must select both their minors from within the Faculty and upon successful completion of the programmes are awarded a Bachelor of Fine Arts degree.

MINOR IN ARCHAEOLOGY

This programme has been designed to allow the student maximum flexibility in choosing the area of archaeology in which to work, while providing a firm grounding in the subject.

The core courses (Art History C210, C310, C410 or C415) present a mixture of archaeological theory and practice, with a least one course comprising some field work. The remaining courses for the minor are selected in consultation with the archaeology coordinator from among those offered in related fields. Students may combine this minor with a major, honours, specialization in a related field such as anthropology, classics, chemistry, physics. Special arrangements have been made for students enrolled in BFA degree programmes to add this Minor to their programmes. However, in a few cases

the students may have to complete more than the usual 90 credits required for the BFA degree. Students are advised to contact the Department of Art History for more information.

MINOR IN ART HISTORY

This programme is available to those who wish a lesser amount of concentration than that found in a major programme and also to those who wish to combine art history with another minor in fine arts to form a double minor programme leading to a BFA degree.

The following course credits are required:

Principles and Practices in Art History 6 credits

Art and Architecture in Ancient Greece
and Rome and/or The Renaissance in Italy
and/or The History of Nineteenth-Century
Art and/or Art in the Twentieth Century 18 credits

Art History elective 6 credits

MINOR IN ART HISTORY AND STUDIO ART

This programme enables students to join a minor concentration in art history and studio art with an other minor in the Faculty of Fine Arts to form a BFA degree programme, or to add this minor to a major or honours programme in other faculties.

The following course credits are required:

Principles and Practices in Art History 6 credits

Studio Art I or, if exempt, a studio art
elective 6 credits

Art History elective 6 credits

Studio art elective 6 credits

course credits cont'd

Art history or studio art elective 6 credits

MASTER OF ARTS, Art History

The Department of Art History offers a four-term programme leading to the MA degree in art history with specialization in the Canadian field. Courses are offered in the late afternoon and in the evening in order to be available to both the full-time and part-time students.

Admission Requirements

A BFA and BA Degree with a Major in Art History or the approved equivalent, with at least a B average in art history courses. Some students may be required to complete a qualifying year or a qualifying examination if they have deficiencies in their undergraduate preparation. Qualified applicants may be required to complete up to 12 undergraduate credits in addition to and as part of the regular graduate programme. A knowledge of both French and English is considered essential for completion of this programme.

Degree Requirements

To fulfill the requirements for the MA degree in art history fully qualified students must complete a minimum of 60 credits. The minimum residence requirement is four terms of full-time study, or the equivalent in part-time study. All students must complete Art History 672 (Research in a Chosen Area in the History of Canadian Art) and Art History 694 (thesis). The thesis must be on a topic in the Canadian field. The remaining 30 credits required for the degree must be selected from the course offerings in art history. However, with approval of the graduate programme director, a maximum of 12 credits in a discipline other than art history may be selected.

RELATED SERVICES AND RESOURCES

Library, Norris Building

Students enrolled in art history programmes should familiarize themselves as soon as possible with the location of the main library, the operating procedures and the location of the periodicals and monographs in Fine Arts. There is also a non-print section specifically designed for our students. During the first term of each academic year, efforts are made to provide students in art history with a special library orientation conducted by the non-print librarian. This orientation is conducted on a class-by-class basis in order to provide students with both the fundamental information concerning library procedures and to permit students to ask questions of qualified library staff. Concordia University students may use library materials available at other Montreal Universities although they are not permitted to borrow these materials. Generally students are issued a special library card upon presentation of a Concordia University I.D. card.

Slide Library

Located in Room 433 of the Visual Arts Building, the slide library is a major resource centre for the needs of both Art History personnel in particular, and for the Faculty of Fine Arts in general. This library now holds approximately 90,000 35mm slides. Normally this material is made available only to the teaching faculty; however, where seminar topics in art history require in-class presentations, students may withdraw slides on class days upon presentation of a note from their instructor. Duplicate sets of slides are contained in carousels divided by course and are available to students for study purposes in the non-print section of the Norris Library.

The slide library also has a growing collection of 8 x 10 black and white photographs. The main thrust of this collection is the documentation of interesting and important works of Canadian art. This resource often requires photographing exhibitions, and auctions of works in private hands.

Visual Arts Reference and Reading Room

Located on the fourth floor in the Art History area (room 407), the reference and reading room contains a small study area, reference volumes and periodicals dealing with the visual arts to be used only in the room.

This room is available to students 40 hours per week under student monitors. A schedule of its open hours may be found on the doors leading to the room.

Resource Centre

The Department of Art Education has a curriculum Resource Centre in Room VA 202. The Centre contains selected art and art education magazines. It is open to all students for 10 hours a week. Magazines may be read in the Centre only. A schedule of its opening hours may be found on the bulletin board outside the art education office. (VA-209/1).

Sir George Williams Art Galleries

The Sir George Williams Art Galleries and the Concordia University Collection of Art are located on the mezzanine of the Hall Building, 1455 de Maisonneuve Boul. West. The galleries operate year-round and produce exhibitions of historical and contemporary art by artists drawn from across Canada and frequently from abroad.

The galleries also initiate original exhibitions that circulate to other centres across Canada each year.

The Concordia Collection of Art which is housed in the galleries is the largest university collection in Canada, and is almost exclusively concerned with modern Canadian art.

Art History Students Association

This Association, founded in 1982, has an executive of eight elected students enrolled in programmes offered by the Department of Art History. All art history students are automatically members of this association, and participate in the election of the executive each year.

The Association is responsible, under the direction of the Chairman of the Department of Art History, for the operation of the Reference and Reading Room and is concerned with organizing special lectures and events of interest to art history students.

Student representatives to sit on Departmental and Faculty committees are selected by the executive of the Art History Students Association. For additional information, please contact the secretary for the Department of Art History.

Municipal Services of Interest to Art History Students

Montreal Museum of Fine Arts

Important collections in Renaissance, Baroque and Modern Art as well as interesting collections in pottery, relief sculpture and sculpture in the round from antiquity in Mesopotamia, Egypt, Greece and Rome; also the pre-classic and Classic periods of Meso-America. Features important travelling exhibitions.

Musée d'art contemporain, Cité du Havre

Permanent collection primarily concerned with modern Canadian art; excellent holdings in the field of

Modern Art in Québec, especially Pellan and Borduas and his circle; archives concerned with this area; regularly features travelling exhibitions.

Courses offered in Art History*

The Department of Art History offers a large variety of courses in Art History including both period courses and specific topics. Students must be aware that not all courses are available in each academic year, because many of the courses are cycled, that is, they may only be offered every second or third year.

Principles of Archaeology

Introduction to Architecture and Sculpture

Materials and Methods of the Artist

- a studio course designed specifically for art history students.

Introduction to the Arts in Canada
(Introduction de l'art au Canada)

Canadian Sculpture and Architecture

Principles and Practices in Art History
(Théories et méthodes de l'histoire de l'art)

Applied Archaeology

Art in the Ancient Near East

Art and Architecture in Ancient Greece and Rome

The Renaissance in Italy

The History of Nineteenth-Century Art
(Histoire de l'art au XIXe siècle)

History of Modern Architecture

History of Drawing

History of Printmaking

Field Archaeology

Architectural Principles and Practice in the Modern Tradition

Architecture in Canada
(L'architecture au Canada)

Art in Canada before the 1930's

Art in Canada since the 1930's

Inconography

Early Christian and Byzantine Art

The History of Medieval Art

The Renaissance in Northern Europe

History of Baroque and Rococo Art and Architecture

The Decorative Arts

English Art 1750-1910

Art in the Twentieth Century

Art of the Americas

Non-Western Art

Western Art since 1940
(L'art occidental depuis 1940)

Special Topics in Art History

Special Studies in Art History

Advanced Studies in Art History

Honours Essay

*Students should plan their entire undergraduate programme with an adviser from Art History who can tell them which courses will be offered in any year.

Academic Advising in Art History

Major Adviser D. Andrus, Chairman 879-4199

Honours Adviser E. James 879-4453

The Department of Art History prefers to assign all students enrolled in programmes in Art History to a particular full-time instructor in the Department. The student remains with this adviser for the duration of the student's undergraduate studies. This enables the advisers to become more fully familiar with their particular student's interests and academic progress.

FACULTY AND UNIVERSITY REGULATIONS

Residency Requirements

To receive a degree from Concordia University, students are required to complete a specific number of credits for that degree at Concordia.

Transfer students from other universities must complete a minimum of 45 credits at our University, as well as completing all degree requirements.

In addition, students in the Bachelor of Fine Arts degree must complete at least 30 credits (or at least half) of the requirements for their concentration at Concordia University. In some cases, students are required, therefore, to complete credits in excess of the normal 90 required for a degree.

Students applying for a second bachelor's degree must complete a minimum additional 60 credits at Concordia University. These credits are usually those required to complete a major programme in this Faculty.

Transfer Credits from Another Institution

Students already following Fine Arts degree programmes at Concordia require Faculty of Fine Arts permission to register for credits at another accredited institution for transfer towards their programmes here. To receive this permission, students must submit a request to the Student Request Committee of the Faculty. The forms for these requests are available at, and must be returned completed to, the Student Programmes Office, VA-271.

Changes of Concentration

The selection of a programme upon entry to the Faculty does not always have to be considered as a final commitment. The Fine Arts programmes are designed with some flexibility to allow for change. However, many of the programmes are in great demand and, as a result, entrance is very competitive. Students should also be aware that when changing concentration they may very often be required to complete credits in excess of the 90 normally required for a BFA degree.

Permission to Register

For courses in which the prerequisite is "written permission of the department" or "written permission of the coordinator" such permission should be obtained prior to registration or preregistration. The permission of an instructor is not sufficient.

Waiver of Prerequisites

Normally students are given exemptions or credits for any courses they have completed prior to entrance to the University. However, when students believe that they should be exempt from a prerequisite, they should submit an evaluation form to the department chairman responsible for the course in question. Their reasons for the request must be submitted in detail.

A large number of students in the Faculty of Fine Arts have previous training in music, theatre, dance and studio art in institutions which do not carry credit. Therefore, these students must audition, take a theory test or submit a portfolio of their work so that their previous experience can be evaluated.

If the course for which students are requesting exemption is required in their concentration, they must also submit a formal Student Request for a substitution in their programmes. These requests must be accompanied by supporting letters from the chairman of the department concerned. (See the Student Request section of this Guide).

Whenever students are requesting a waiver of a prerequisite, they must do so prior to their registration or preregistration appointments. Students are not permitted to register for courses pending permission.

Course Load

To be considered full time, students must register for a minimum of 24 credits per academic year. However, the normal course load is 30 per year for a 3 year or 90 credit programme.

Students applying for Québec loans and bursaries must register for at least 24 credits per academic year, or 12 credits each term. Students who drop courses after their initial registration, so that their total load is reduced to less than the required 24 credits, will not receive their loans or bursaries although they have been previously approved.

Studio Course Load

In addition, students in the Faculty of Fine Arts are limited to the number of studio courses which can be carried in any academic year. The maximum number of studio credits allowed in all departments in a full-time student's programme in any academic year is 18. The maximum number of studio credits allowed for a part-time student's programme in any academic year is 12.

Course Overload

In some instances students have received special permission to register for more than the normal 30 credits or more than the 18 credits allowable in studio courses. (See the Student Request section of this guide). However, students should not request permission for an overload unless they have an above average record and a special reason for their request, other than a desire to accelerate. In any academic year, the maximum number of credits permitted in studio courses in all departments is 18 for full-time and 12 for part-time students.

Campus Location

Since Fine Arts disciplines require specific space designed for their purposes, the Faculty does not offer the same courses on both campuses of the University.

The Departments of Music and Theatre are centralized for the most part on the Loyola Campus; however, evening courses are normally offered on the Sir George Williams Campus. The Department of Theatre maintains a scenography studio and uses the Douglass Burns Clarke Theatre on the Sir George Campus.

The Departments of Art Education, Art History, Cinema and Photography, as well as the four Studio Art departments, are located in the Fine Arts Building on the Sir George Williams Campus.

The Modern Dance Section has studio space on the Sir George Williams Campus.

Students may select their elective courses on either campus. A shuttle bus service provides transportation for students between the campuses.

Advisory Personnel

For general information regarding class times, rooms, registration, etc., students should contact the department offices. A list of room and phone numbers follows:

Services and Personnel in the Faculty of Fine ArtsDivision of Performing ArtsMODERN DANCE SECTION:

Co-ordinator: Elizabeth Langley 879-5803
Office: GY-234

DEPARTMENT OF MUSIC

Chairman: Wolfgang Bottenberg 482-0320 ext. 613
Office: RF-319
secretary: 482-0320 ext. 614
Office: RF-321

DEPARTMENT OF THEATRE:

Chairman: Don Childs 482-320 ext. 453
Office: HB-106
Secretaries: 482-320 ext. 582
Office: HB104/107
Theatre Technician: 879-4326
Room: H-0053/3
Theatre Costumiere: 482-0320 ext. 519
Room: HB-17
Technical Director: 879-4326
Room: H-0053/4

DIVISION OF VISUAL ARTSDEPARTMENT OF ART EDUCATION:

Chairman: David Pariser 879-8593
Office: VA-201
Secretary: 879-4312
Office: VA-209
Graduate Programme Director: Leah Sherman 879-8597
Office: VA-207
Graduate Programme Secretary: 879-4364
Office: VA-205

DEPARTMENT OF ART HISTORY:

Chairman: Don Andrus 879-4199
Office: VA-431
Secretary: 879-8036
Office: VA-422

DEPARTMENT OF ART HISTORY cont'd

Graduate Programme Director:	Jean Belisle	879-8520
		Office: VA-420
Graduate Programme Secretary:		879-8036
		Office: VA-422
Slide Library		879-8131
		Office: VA-433

DEPARTMENT OF CINEMA & PHOTOGRAPHY

Chairman:	Mario Falsetto	879-4196
		Office: VA-035
Secretary:		879-4139
		Office: VA-035/1

DEPARTMENT OF GRAPHIC DESIGN:

Chairman:	Susan Hudson	879-7201
		Office: VA-264
Secretary:		879-8034
		Office: VA262

DEPARTMENT OF PAINTING & DRAWING

Chairman:	John Fox	879-7296
		Office: VA-240
Secretary:		879-4190
		Office: VA-242

DEPARTMENT OF PRINTMAKING

Chairman:	Barry Wainwright	879-7897
		Office: VA-244
Secretary		879-4190
		Office: VA-242

DEPARTMENT OF SCULPTURE & CRAFTS

Chairman:	Norma Wagner	879-4409
		Office: VA-261
Secretary:		879-8034
		Office: VA-262

INTER-RELATED ARTS:

Co-ordinator:	Kevin Austin	482-0320 ext. 539
		Office: RF-208

ART SUPPLY STORE:

879-4232
VA-109

FACILITIESART GALLERIES:

Sir George Williams Gallery
Secretary

879-5917

VAV Student Gallery

879-8483

THEATRES:

Douglass Burns Clarke Theatre
Hall Building
Box Office:

879-4341

Chameleon Theatre
Loyola Campus

Music Ensemble Rooms
Loyola Campus

Studio Art Workshops
Visual Arts Bldg.
Sir George Williams Campus

Audio Visual Department

879-7387
VA-042

Academic Advising

Academic advising is available both to students already enrolled in programmes in the Faculty of Fine Arts, and to those who are considering applying to this Faculty. Students may make an appointment for academic advising with either a departmental adviser or with one of the programme advisers in the Student Programme Office.

Students are recommended to meet with a Faculty Adviser for specific information pertaining to their particular programme requirements, for specific course information, and for planning their future registrations.

Some of the purposes of academic advising are:

- a) to provide students with professional help in planning a programme of study which will best meet their individual needs.
- b) to help students to re-assess their programmes from time to time in the light of the students' experiences, progress and changing interests.
- c) to provide students with the opportunity to discuss problems pertaining to their studies.
- d) to provide information on Graduate Schools and other types of programmes, along with job opportunities for Fine Arts graduates.

Appointments can be made with Faculty Advisers by calling the secretary in the departmental office.

Student Programmes Office

The Faculty of Fine Arts has a Student Programmes Office in the Fine Arts Building on the Sir George Williams Campus where students can obtain information concerning both Faculty and University regulations.

Following are some of the services offered by this office:

- assisting students in planning their programmes
- answering inquiries on regulations within the University
- assisting students in completing various forms, Student Request forms, Transfer of Programme forms, etc.
- information on the University grading system
- any other student-related information

Students are advised to make an appointment with one of the programme advisers when necessary by calling one of the numbers listed below. The office is open from 9:00 a.m. to 5:00 p.m., Monday to Friday, and 5:00 to 7:00 p.m. one evening per week. Appointments should be made in advance.

Part-time students may make appointments for early morning, before 9:00 a.m., during their lunch hours or the evening during which the office is open.

Personnel

A. Adams	879-4490
Student Programme Director	VA-271/3
F. Pelletier	879-4132
Student Programme Adviser	VA-271/2
S. McLeod	879-4132
Student Programme Adviser	VA-271/1

Programme Transfers

Students already in the Faculty of Fine Arts who wish to change from one programme (concentration) to another must complete a Transfer of Programme form for the Faculty of Fine Arts. These forms must then receive departmental approval (a signature of a faculty co-ordinator in the department requested) and be submitted with a copy of the student's academic record to the Student Programme Office for final faculty approval.

All transfer approved by the departments are deemed to be approved by the Faculty of Fine Arts provided space is available in the programme requested.

All students should be aware that to effect certain transfers they may be required to complete credits in excess of the normal 90 credits required for a BFA degree. If the programme requested requires many extra credits, the transfer will not be approved without first notifying the student concerned.

Students who have, in effect, completed all the Fine Arts credits required for one

concentration and who wish to transfer to another concentration may be refused because of the quotas allotted to each of the Fine Arts programmes.

Status Changes - Transfer to Full-Time

Students wishing to change from part-time to full-time studies in the Faculty of Fine Arts must complete the required form in the Admissions Office. The number of students accepted into full-time study depends on the number of places made available each year.

Student Requests

The Assistant Dean, Dr. R. Parker, is authorized to consider requests from students relating to academic matters. The Student Request form are available in the department offices, in the Student Programme Office or in the office of the Assistant Dean, VA-254.

Other University Services

The aid of this section of the Programme Guide is to provide students with information on the offices and services which exist with the University and are in most demand by students.

REGISTRAR'S SERVICES DEPARTMENT(S)

Office provides the following services:

- inquiries concerning information and services from the Registrar's Office.
- copies of student records and requests for corrections to records.
- change of address
- all application forms required from the Registrar's Offices: supplemental examinations and late completions form; academic re-evaluation forms; graduation forms; teachers certification forms, transcript requests, etc.
- withdrawal from the University
- letters of attestation concerning student status
- appointment cards for registration and preregistration packages
- confirmation of grades received for specific courses
- notice of room changes and course cancellations

Offices are located:

Sir George Williams Campus
Norris Building, Room 107
1435 Drummond Street

Loyola Campus
Central Building, Room 214
7141 Sherbrooke Street West

879-2810

482-0320, Local 681

ADMISSIONS OFFICE(S)

This office provides the following services:

- admission to the undergraduate programmes in the University
- transfer credit evaluation and re-evaluation
- admission application forms and information
- faculty transfers
- part-time to full-time (status) transfers

Offices are located:

Sir George Williams Campus
Norris Building, Room 105
1435 Drummond Street

Loyola Campus
Administration Building, Room 206
7141 Sherbrooke Street West

879-4280

482-0320, Local 407

DEAN OF STUDENTS OFFICE(S)

The two Dean of Students Offices are, in most cases, duplicates of each other; one on each campus. All staff in these offices are particularly interested in helping students.

1) Health Services:

Emergency treatment for illness and accidents. Referrals to specialists.
Health education.

Sir George Williams Campus
2145 Mackay Street
879-4010, 879-4011, 879-4012

Loyola Campus
Centennial Building
6935 Sherbrook Street West
482-0320, ext. 480

2) Mental Health Programme: 879-44843) Legal Aid Programme

Legal advice is available and appointments can be made with a lawyer through the Legal Aid Office. No legal fees are paid to the University. A Commissioner of Oaths is also available.

Sir George Williams Campus
2135 Mackay Street, Room 202

Loyola Campus
Hingston Hall, Room 420

879-5981

482-0320 ext. 512

4) Campus Ministry

Various religious denominations; religious counselling and guidance.

Sir George Williams Campus
Hall Building, Room 333

879-4551

Loyola Campus
Belmore House
3500 Belmore Avenue

484-4093

5) Off-Campus Housing:

There is a listing of available rooms and apartments

Sir George Williams Campus
2135 MacKay, Room 201

879-5981

Loyola Campus
Hingston Hall, Room 156

482-0320. Local 529

6) International Student Adviser

Sir George Williams Campus
2135 MacKay Street, Room 106

879-2840

Loyola Campus
Administration Building, Room 129

482-0320, Local 346

7) Financial Aid Office:

This office provides the following services:

- financial assistance information
- information and forms for bursaries, loans, and scholarships

Offices are located:

Sir George Williams Campus
2135 MacKay Street, Basement

879-4013

Loyola Campus
Administration Building, Room 126

482-0320, Local 349

GUIDANCE SERVICES:

The Guidance offices provide the following services:

- counselling (personal, educational, vocational); individual appointments, group programmes
- Guidance Information Centre (academic and career planning; information and assistance)
- Reading and Learning Skills (effective reading courses and learning skills centre).
- Canada Employment Centre (job placement and career counselling; full-time, summer, temporary).

Guidance Offices are located;

Sir George Williams Campus
Hall Building, Room 440

879-2879

Loyola Campus
2490 West Broadway

482-0320, Local 474

OMBUDSMAN OFFICE(S)

Helping people in conflict - that's what the University Ombudsman is all about. If students find themselves involved in a disagreement or dispute, with an office, a department or an individual within the University, they can turn to the University Ombudsman.

The Ombudsman can listen, advise and make recommendations and provide information needed to solve problems. Essentially the Ombudsman is the person who investigates claims of unfair treatment or erroneous procedure, and who may act as a helpful mediator in negotiating a solution.

Sir George Williams Campus
2150 Bishop Street, Room 140

879-4247

Loyola Campus
Administration Building, Room 311

482-0320, Local 257

Both offices are open from 10:00 a.m. to 4:00 p.m. Evening appointments can be easily arranged.

IMPORTANT DATES TO REMEMBERAdmission

Applications for entrance to the University for full time study should be submitted prior to March 1st each year for the fall term. Normally full time students are not accepted for either the summer or the winter terms in the Faculty of Fine Arts.

Registration and PreregistrationFall/Winter Term:

Students in the Faculty of Fine Arts are encouraged to preregister for the Fall/Winter term. This process allows the Faculty to adjust their schedules to best suit the desires of the students. Priority for all day sections of courses is definitely given to the full-time students.

In-person registration for all those students who are not preregistered is held in late August and early September each year. This registration is centralized for the entire University and thereby permits students to discuss their choices of electives with a representative from the discipline desired.

Summer Term:

There is a centralized "in-person" registration period held each year, normally in late April or early May for students wishing to register for summer courses. Because the summer provides students with an opportunity for reflection and personal growth, it is not the policy of the Faculty of Fine Arts to repeat regular

programmes in the summer term. Rather than accelerate the passage of the full-time student through undergraduate programmes, the summer courses are offered mainly for the part-time student. However, some offerings are available to assist students in meeting entrance requirements, or in completing degree requirements.

Winter Term:

There is a registration period usually in mid-December each year for students newly admitted to the University, or for students who were not registered for the Fall session; however, Faculty of Fine Arts courses are mainly six credit courses which are offered from September to April; therefore, there are very few courses available in this Faculty for students who wish to register only for the Winter term.

Course Withdrawals:

Any student who wishes to withdraw from a course is required to complete a course withdrawal form in compliance with the requirements outlined in the schedules published each term. Students who stop attending courses without officially withdrawing, by completing these forms, are not considered to have withdrawn for academic and financial purposes.

Students are permitted to withdraw from courses up to a final date for academic withdrawal. Students are expected to follow the University regulations concerning these deadlines, as outlined in the University Calendar.

Deadlines regarding:

Evaluations/Examinations

Supplemental Examinations

Re-evaluation

Late Completions

Application for Graduation

Students are invited to inquire about any of the above information regarding deadlines at the Student Programmes Office of the Faculty of Fine Arts, VA-271.